



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

"Jefferson County: Responsible government
advancing quality of life"

MEMORANDUM

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: April 24, 2019

SUBJECT: JEFFERSON COUNTY Meetings – Week of April 29, 2019

Monday April 29, 2019	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
Tuesday April 30, 2019	Highway Committee	8:30 a.m.	Highway Committee Room 1425 S. Wisconsin Dr, Jefferson
	Nutrition Project Council	2:00 p.m.	Workforce Development 874 Collins Rd, Jefferson
Wednesday May 1, 2019	Building and Grounds Committee	8:30 a.m.	Sheriff's Training Facility 7082 County Road V, Lake Mills
Thursday May 2, 2019	Fair Park Committee	8:30 a.m.	Fair Park Activity Center 503 N. Jackson Ave, Jefferson
Friday May 3, 2019	No Scheduled County Meetings		
Saturday May 4, 2019	Blue Spring Lake Management District	8:00 a.m.	Palmyra Town Hall W1125 Hwy 106, Palmyra
Sunday May 5, 2019	No Scheduled County Meetings		

AGENDA
JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE
DECISION MEETING

Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow

ROOM 202, COUNTY COURTHOUSE
311 S. CENTER AVE., JEFFERSON, WI 53549
8:30A.M. ON MONDAY, April 29, 2019

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of the Agenda
5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decisions. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of March 18, April 12, and April 18 Meeting Minutes
7. Communications
8. March Monthly Financial Report for Land Information Office –Andy Erdman
9. March Monthly Financial Report for Register of Deeds – Staci Hoffman
10. April Monthly Financial Report for Zoning – Matt Zangl
11. Discussion on Jefferson County Comprehensive Plan Update
12. Discussion on Solar Energy Facilities
13. Discussion on Consolidation of Parcels
14. Discussion and Possible Action on Petition R3947A-17 for Zach Holcomb, Town of Watertown, approved by County Board July 11, 2017, for the extension of the one year approval condition.
15. Discussion and Possible Action on Petition R4144A-19 for Richard Potthast, Town of Jefferson, presented in Public Hearing on March 14, 2019, and postponed for Town Response by the Planning and Zoning Committee on March 18, 2019.
16. Discussion and Possible Action on Petition R4145A-19 for Richard Potthast, Town of Jefferson, presented in Public Hearing on March 14, 2019, and postponed for Town Response by the Planning and Zoning Committee on March 18, 2019.
17. Discussion and Possible Action on the request by Robert M Hachtel, Town of Hebron, to build a new home approximately 195 feet from the existing foundation at N3016 Mehring Road, PIN 010-0615-2542-000.
18. Discussion and Possible Action on clarification of the decision on March 18, 2019 for ADL Properties LLC, Town of Hebron, Petition R4111A-18, PIN 010-0615-2414-000.
19. Discussion and Possible Action on Petitions presented in Public Hearing on April 18, 2019:

CU1981-19 – Kathleen & Michael Kruk: Conditional use for a kennel to allow up to eight dogs in an A-1, Agricultural zone at **W5521 West Pleasant Hill Rd.** The site is in the Town of Jefferson, on PIN 014-0614-2342-000 (45.3 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

R4149A-19 – Gregg Stephan: Rezone a 2-acre farm consolidation lot around the home and buildings at **N3056 Will Road**, Town of Hebron, part of PIN 010-0615-3032-000 (27.52 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4150A-19 – Jeffery & Brenda Thayer: Create a 1-acre building site from part of PIN 010-0515-1211-000 (40 Ac) near **W2496 Koch Rd**, Town of Hebron. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4152A-19 – Michael Bright: Create a 2.25-acre lot on PIN 014-0615-0211-001 (28.219 Ac) on **Duck Creek Rd**, Town of Jefferson. This would be a consolidation of parcels of record from the same PIN, the area south of the DNR bike trail. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4148A-19 – Kory Keller/James & Kory Keller, Gregory & Dawn Keller Property: Create a 1-acre building site from part of PIN 006-0716-3044-000 (49.844 Ac) on **Hillside Dr** in the Town of Concord. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

R4153A-19 – Carole Hoffmeister: Create a 5-acre Natural Resource zone on **Allen Rd** in the Town of Concord from part of PIN 006-0716-1111-001 (17.727 Ac). This is in accordance with Sec. 11.08(f)12 of the Jefferson County Zoning Ordinance.

CU1980-19 – Casserly Properties, LLC: Conditional use to allow a pet grooming business including occasional daytime events and a retail area for pet supplies. The site is part of PIN 012-0816-2231-002 (0.72 Ac) in a Community zone at **N8280 American St**, Town of Ixonia. This is in accordance with Sec. 11.04(f)9 of the Jefferson County Zoning Ordinance.

R4151A-19 – Jon & Penny Bound: Rezone 4.7 acres around the home and buildings at **N3497 Kiesling Rd**, Town of Jefferson, from part of PIN 014-0614-2132-000 (29.05 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

20. Possible Future Agenda Items

21. Upcoming Meeting Dates

- May 10, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
- May 16, 7:00 p.m. – Public Hearing in Courthouse Room 205
- May 20, 8:30 a.m. – Decision Meeting in Courthouse Room 203
- June 14, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203
- June 20, 7:00 p.m. – Public Hearing in Courthouse Room 205
- June 24, 8:30 a.m. – Decision Meeting in Courthouse Room 203

22. Adjourn

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

A digital recording of the meeting will be available in the Zoning Department upon request.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, April 30, 2019

8:30 A.M.

Committee Room

1425 Wisconsin Drive

Jefferson, Wisconsin 53549

Committee Members: Walt Christensen – Chair, John Kannard- Vice Chair,
Dick Schultz – Secretary, Michael Wineke, Lloyd
Zastrow

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from March 26, 2019 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (May 28, 2019 – 8:30 a.m.)
13. Tour county highway future road projects
14. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

Nutrition Project Council Agenda
Jefferson County
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI

Date: April 30th, 2019

Time: 2:00 p.m.

Committee Members: Carol O'Neil- Chair, Audrey Postel- Vice Chair, Carol Ellingson, Janet Gerbig, Barbara Schmitt, Nancy Boos and Carol Battenberg.

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Minutes
6. Communication
7. Public Comment (Members who wish to address the committee on specific agenda items must register their request at this time)
8. Governance on Secretary Role
9. Review of Policies
10. Discussion and Possible Action on Suggested Donation Increase
11. Discussion and Possible Amendments to Bylaws
12. Presentation by ADRC Mobility Manager, Michael Hanes
13. Discussion on Possible Future Agenda Items
14. Adjourn

Future Meeting dates: July 30th, 2019

October 29th, 2019

Following the meeting: Workplace Chemical Safety & First Aid Basics

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Building and Grounds Committee

AGENDA

Sheriff's Training Facility
7082 County Road V
Lake Mills, WI 53551

Wednesday, May 1, 2019
8:30 a.m.

Committee Members

Greg David, Roger Lindl, Laura Payne, Chair, Mary Roberts, Secretary, Jim Schroeder

1. Call to order
2. Roll call
3. Certification of compliance with Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Communications
7. Approval of the March 6, 2019 Building and Grounds Committee meeting minutes
8. Discussion of Facility Capital needs
9. Discussion & possible action on elevator modernization at the courthouse
10. Financial Reports (January-March)
 - a. Central Services
 - b. Management Information Systems (MIS)
11. Discuss future meeting schedule. Set next meeting date – March 6, 2019
12. Discuss potential agenda items for the Committee's next meeting
13. Tour of Sheriff's Training Facility
14. Tour of Highway Satellite Shop in Lake Mills
15. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.

Fair Park Committee Agenda

Jefferson County

Jefferson County Fair Park
Activity Center
503 N. Jackson Avenue
Jefferson, WI 53549

Date: Thursday, May 2, 2019

Time: 8:30 a.m.

Committee members:	Poulson, Blane (Chair)	Hartz, Peter
	Lindl, Roger (Vice Chair)	Nelan, Conor
	White, Brandon (Secretary)	Hall-Kind, Debra
		Steindorf, Kathleen

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Fair Park Committee minutes of March 7, 2019
6. Communication
7. Public Comment
(Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Review of Community Feedback & Suggestions on Fair Operations
9. Updates on 2019 Fair preparations
10. Discussion and possible action on Marketing Partnerships and Sponsorships
11. Update on Swine Barn and Wash Rack project
12. Review of Financial Report
13. Review of Director's Report
14. Review of Supervisor's Report
15. Review of Office Report
16. Discussion and possible action on future meeting schedule and agenda items
17. Adjourn

Next scheduled meetings:

Regularly scheduled meetings in the Activity Center Conference Room at
8:30 a.m. on the 1st Thursday of the month: June 6, 2019

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920/674-7101 so appropriate arrangements can be made.

BLUE SPRING LAKE MANAGEMENT DISTRICT
Board of Commissioners Meeting
May 04, 2019
Palmyra Town Hall
W1125 Hwy 106
Palmyra, WI 53156



AGENDA
(All Times Are Approximate)

Certification of Compliance with Open Meeting Law

- 8:00 A.M. Call to Order (Quorum 4) – Roll Call
- 8:05 A.M. Secretary's Report - Diane Knauer
Minutes - Approval of minutes from March 16, 2019 Board Meeting.
Agenda – Approval of agenda for May 04, 2019 Board Meeting
Agenda – Approval of agenda for May 25, 2019 Informational Meeting
- 8:10 A.M. Sewer Report - Greg Twelmeyer
Report on sewer flow

Status on VisuSewer and alternate proposals for sewer repairs

Status on replacing manhole cover by the Herbst property

Status on lateral permit for new residence
- 8:20 A.M. Dam Report - Jim Olson
Status of the dam
- 8:30 A.M. Town Report - Ed Miller
Town of Palmyra Roads report

Town of Palmyra Airport update
- 8:40 A.M. Treasurer's Report - Greg Bauer
Bills for approval
- 9:00 A.M. Operations Report - Dick Natrop
Remaining ash trees update

Plaques update

Grant request for a new weed harvester, survey, permit, weed harvesting plan, Aquatic Plant Management update

- 9:15 A.M. Website - Jim Hannes and Diane Knauer
Current number of residents registered

New postings

Recommended improvements, if any
- 9:20 A.M. Old Business
Follow-up on late fee and administrative handling fee for late sewer payments – Jim Hochman, Mary Jo McMahon

Follow up with residents who received the smoke test Letter to see if they have completed necessary repairs – Greg Wolak

Possible County ordinances regarding property at W1476 N. Blue Spring Lake Drive (the old School House) being used to park equipment, trailers and vehicles – Diane Knauer

Six-month extension of the sewer contract with the Village – Jim Hochman
(Closed Session if needed)
- 9:50 A.M. New Business
Informational Meeting preparation
- 10:10 A.M. Future Board Dates
May 25, 2019 – Informational Meeting
August 31, 2019 – Annual Meeting
August 31, 2019 – Board Meeting following Annual Meeting
- 10:15 A.M. Public Comments
*Please state your name and lot # when addressing the public.
- 10:25 A.M. Pursuant to Wisconsin Statute 19.85 (1) (c), the Board may enter closed session to consider employment, promotion, compensation, or performance evaluation of employees.

Pursuant to Wisconsin Statute 19.85 (1) (e), the Board may enter closed session to deliberate or negotiate the sewer contract if competitive or business reasons require closed session.
- 10:45 A.M. Adjourn

This agenda is subject to modification prior to said meeting pursuant to the Wisconsin Open Meetings Law. Please be advised that the agenda items may be taken in an order other than which appears here.

Members of the Palmyra Town Board may attend the above noticed meeting in order to gather information about a subject over which they have decision-making responsibilities.